



How to Setup a RIDE Public Portal Account

1. To begin the 2022-2023 All Course Network (ACN) application, you will need to sign into the RIDE Public Portal. <https://portal.ride.ri.gov/Account/Login>

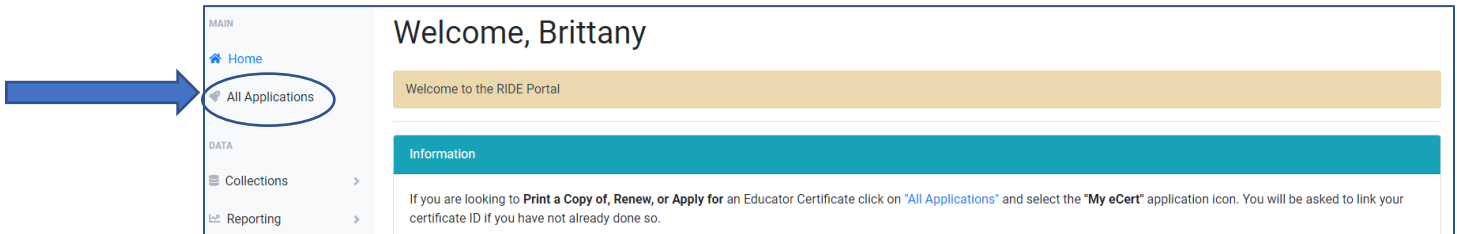
The screenshot shows the login page of the RIDE Public Portal. At the top left is the RIDE logo. To its right is the word "Portal" in large blue font, followed by "Rhode Island Department of Education" in smaller blue text. Below this is a "Username" label and a text input field with the placeholder "Enter Username". Underneath is a "Password" label and a text input field with the placeholder "Enter Password". To the left of the "Login" button is a link that says "Forgot username or password?". The "Login" button is blue with white text. At the bottom of the form is a link that says "Register for an account".

2. If you do not have an account, please click on "Register for an account" for a new user account or click on this link: <https://portal.ride.ri.gov/Core/Default/CreateUser>

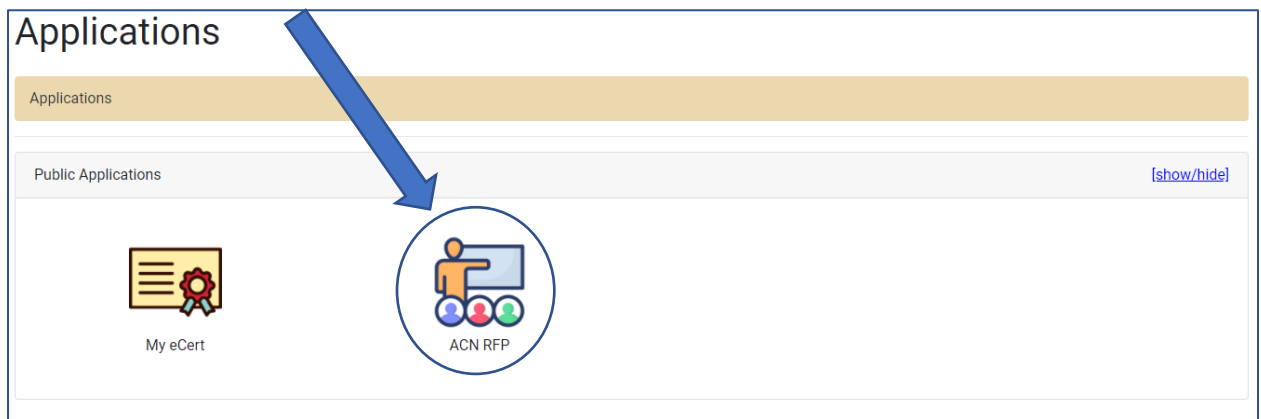
This screenshot is identical to the one above, but with a blue arrow pointing from the left towards the "Register for an account" link, which is circled in red. The "Register for an account" link is located at the bottom of the login form.



3. Once logged in, click on “All Applications”



4. Click on “ACN RFP”



5. Once an application is started, users can save and return at any point before the final submission.
6. For sections that require an upload, you will be able to move to the next section and come back to upload. Applications cannot be submitted without completing upload requirements.